

**City of Lowell**  
**Job Description**  
**Please Post ~ March 20, 2015**  
**Deadline ~ April 3, 2015**  
**Department of Public Works**  
**Parks and Cemeteries Division**  
**Temporary Seasonal Groundskeeper**

Fifteen (15) Vacancies - Parks  
One (1) Vacancy - Cemetery

**Job Title:** Temporary Seasonal Groundskeeper (2500-J#2526, 2115)  
**Department:** Department of Public Works  
**Reports To:** Assistant City Manager/DPW & Commissioner of Parks  
**Salary:** \$10.00 per hour (min) to \$12.50 per hour (max)

**SUMMARY**

Maintains grounds of industrial, commercial, or public property by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Cuts lawns. Trims and edges around walks, flower beds, and walls. Uses hand or power mowers.

Prunes shrubs and trees to shape and improve growth or remove damaged leaves, branches, or twigs.

Sprays lawn, shrubs, and trees with fertilizer, herbicides, and insecticides. Rakes and bags or burns leaves.

Cleans grounds and removes litter.

Plants grass, flowers, trees, and shrubs. Waters lawn and shrubs.

Repairs fences, gates, walls, and walks. Paints fences and outbuildings.

Cleans out drainage ditches and culverts.

Sharpens tools such as weed cutters, edging tools, and shears.

Makes minor repairs on equipment such as lawn mower, spreader, and snow removal equipment.

Delivers supplies and may install equipment, ornaments, statues and other materials;

Does pick and shovel labor in landscaping and performs other tasks as related to maintaining public grounds.

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **EDUCATION and/or EXPERIENCE**

Less than high school education; or up to one month related experience or training; or equivalent combination of education and experience.

### **LANGUAGE SKILLS**

Ability to read a limited number of two- and three-syllable words and to recognize similarities and differences between words and between series of numbers. Ability to print and speak simple sentences.

### **MATHEMATICAL SKILLS**

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

### **REASONING ABILITY**

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock; and vibration. The noise level in the work environment is usually loud.

The City of Lowell is a smoke and drug free employer and requires a physical with drug screen and CORI, post offer.

***Qualified individuals should send application/resume with cover letter to the Human Relations Office, Mary Callery, HR Director Room 19 - City Hall, Lowell, MA 01852 by 4:00 PM: Deadline ~ April 3, 2015. Applicants may also send application/resume with cover letter to fax 978-446-7102 or email to [cityjobs@lowellma.gov](mailto:cityjobs@lowellma.gov)***

**EOE/AA/504 Employer**